



Open Range
S O F T W A R E

User Manual

CTS909: Beryllium Area Inventory

Last Edited: 30 October 2022

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Introduction

The Beryllium Program

The DOE established the CHRONIC BERYLLIUM DISEASE PREVENTION PROGRAM (10 CFR850) (CBDPP) to reduce the number of workers currently exposed to beryllium in the course of their work at DOE facilities managed by DOE or its contractors, minimize the levels of, and potential for, exposure to beryllium, and establish medical surveillance requirements to ensure early detection of the disease.

One aspect of a Beryllium Program is identifying and tracking areas where Beryllium has been or currently is present.

Beryllium Area

In the CTS application, Beryllium areas are tracked through the feature **CTS909**.

The **CTS909 Beryllium Area** list intends to capture a list of permanent, semi-permanent and temporary locations within a building that have been demarcated as a Beryllium Area. How you define a Beryllium Area will be based on your local policy and the requirements of 10 CFR 850.

This document does not try to set how you define a beryllium area, but rather describes the data fields and lists you can associate to an area once you have defined it.

Target Audience and Assumptions

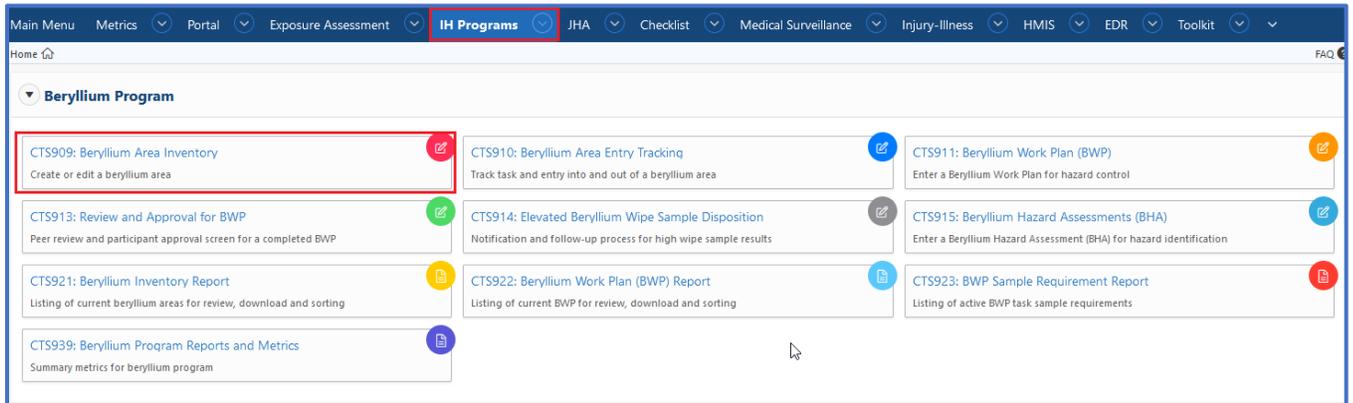
- This document is intended for end-user Industrial Hygienists and Beryllium Program managers who are tasked with identifying Beryllium Areas and managing information about those areas.
- There are several lists that are optional such as the Area Code and Location Code list, but for the sake of this document all lists will be described for how to enter data into the list and the reason why you might find capturing this data useful.
- This document assumes that Open Range and your IT support team have worked to implement the administrative aspects of the Beryllium area tool and have adjusted help screens and reference lists to meet your policies

Chapter 1: Beryllium Area

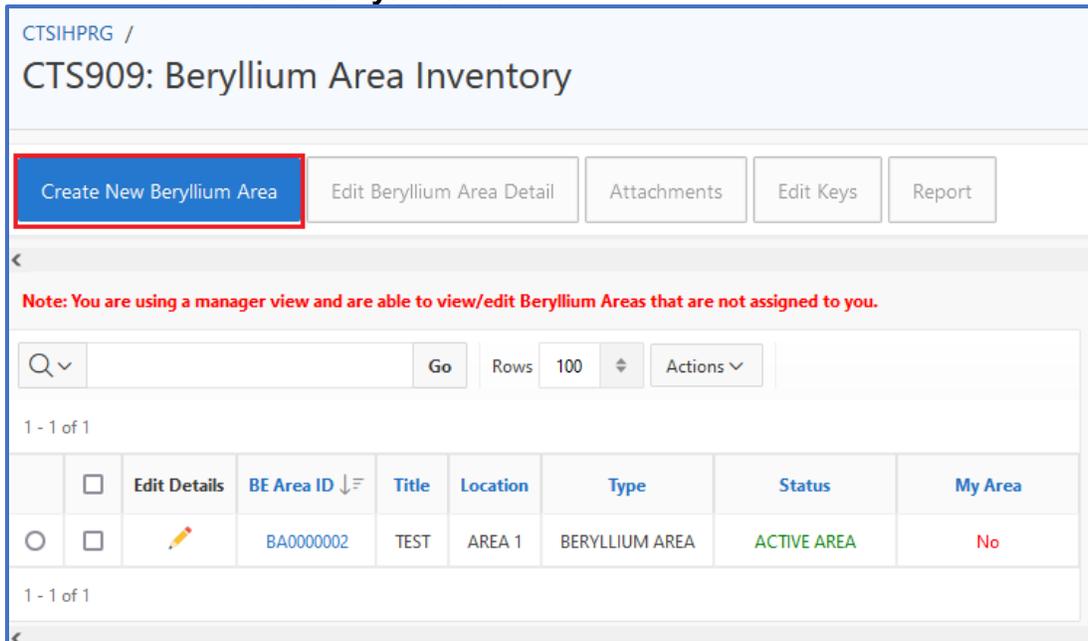
CTS909: Beryllium Area Inventory

Create New Beryllium Area

In the **IH Programs** menu, under *Beryllium Program* submenu, click the **CTS909: Beryllium Area Inventory** button.



Click the **Create New Beryllium Area** button.



By default, the *BE Area ID* is system generated. However, you can configure to enter this manually if that is the preferred approach.

Enter Beryllium Area Title, Beryllium Area Status, Created Date, Beryllium Area Type, Location, Site, and Company details.

Click the **Save and Continue** button.

Field	Description
BE Area ID	By default, the Beryllium Area ID is system generated, however you can configure to enter this manually if that is the preferred approach.
Beryllium Area Title	Enter a brief description of the area such as restating the purpose, building along with some brief tasks. The title is an open text, but it helps greatly if you have some form of pattern for any area that is or will be considered long-standing. Temporary areas are not as important since they come and go and often can simply define a housekeeping or cleanup issue.
Beryllium Area Status	The status of areas is a picklist for which you can manage as you like. The default list items are ACTIVE AREA, DEACTIVATED AREA, and INACTIVE AREA.

Created Date	Defaults to the system date when you click the Add button, but if you are entering a legacy area and want to indicate when it was started change as you need.
Beryllium Area Type	This list is another self-managed list; however, the default values will be BERYLLIUM AREA, REGULATED AREA, STORAGE AREA, TEMP AREA
Location	This is typically a building location where the area is located. You can add rooms as the primary but should only do that if you are only going to list one room. On the Beryllium Area Detail screen, you can add multiple locations (rooms) below the primary location (building)
Site	The site where the BE area is located
Company	The company where the BE area is located

Section 1: Beryllium Inventory Area provides entry for added detail to fully describe the boundaries of the Beryllium Area as well as a description of the area work and notes.

CTSIHPRG / CTS909: Beryllium Area Inventory /

CTS909 - Beryllium Area Inventory Detail

BE Area ID	Title	Type
BA0000003	BE AREA TITLE	BERYLLIUM AREA

▼ Section 1: Beryllium Inventory Area

Save Updates

Boundary Description for Area Description of boundaries for area

34 of 4000

Area Description and Notes Detailed description of area and any notes

42 of 4000

People with Process Knowledge List people with process knowledge here.]

40 of 1000

Section 2: *Beryllium Area Location(s)* lists your primary location as entered initially from the add screen, but also allows you to add multiple sub-locations (such as rooms) if covered by the Beryllium Area.

▼ Section 2: Beryllium Area Location(s)

Add Location

Delete Location

	Location		
<input type="radio"/>	AREA 1	BUILDING 1	ROOM 1

Section 3: *Beryllium Area Contacts* section provides for ability to list key persons who will have interest for having an awareness of changes to the area such as new sampling, or description updates. If you have a lot of beryllium areas (> 50) you should consider keeping the contact base at a fairly high level since changes in responsibilities could cause a lot of work adding and deleting people.

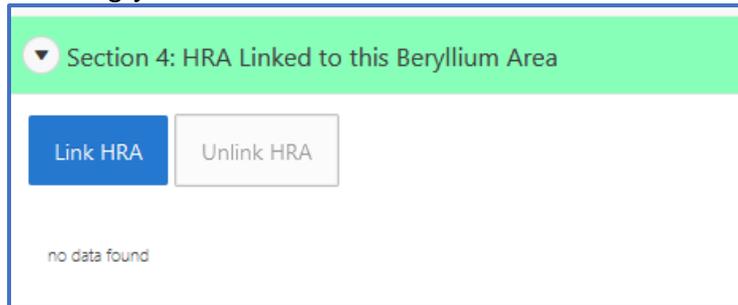
▼ Section 3: Beryllium Area Contacts

Add Person

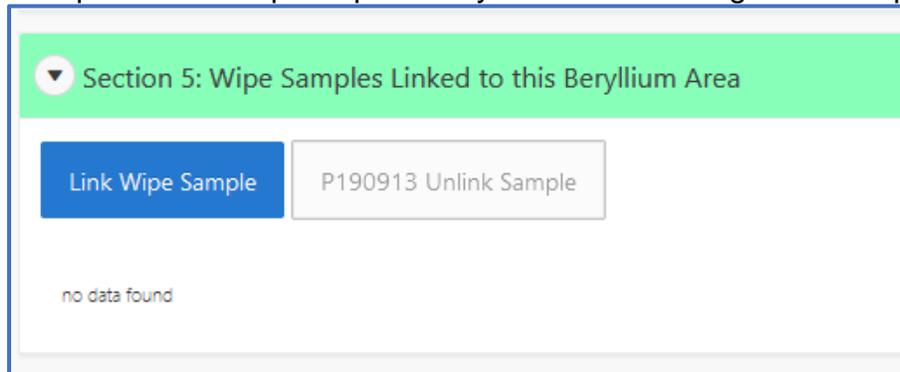
Delete Person

	Last Name	First Name	Role	Badge	UID	Email
<input type="radio"/>	COX	CHARITY	IH CONTACT	CHARITY	CHARITY	charity@fakemail.com

Section 4: HRAs linked to this Beryllium Area section provides a list of Hazard Risk Assessments (HRAs) that have been linked to the Beryllium Area as part of the Hazard Assessment review. The HRA list is for reference only with the intention of more formally showing you the tasks that have been identified and evaluated in the area.



Section 5: Wipe Samples Linked to this Beryllium Area section provides a list of the samples directly associated to the Beryllium Area. You can link Beryllium Areas to a sample during the sample entry process, or by clicking the Link Wipe Sample button. The intent of this section is to capture the samples specifically taken for meeting housekeeping requirements.



Click the *CTSIHPRG / CTS909: Beryllium Area Inventory / breadcrumb* to return to BE Area list.

Edit Existing Beryllium Area

Click a radio button to select an area. Click the **Edit Beryllium Area Detail**, **Attachments**, or **Edit Keys** buttons to add/edit area details.

CTS909: Beryllium Area Inventory

Create New Beryllium Area Edit Beryllium Area Detail Attachments Edit Keys Report

Note: You are using a manager view and are able to view/edit Beryllium Areas that are not assigned to you.

1 - 2 of 2

	<input type="checkbox"/>	Edit Details	BE Area ID ↓	Title	Location	Type	Status	My Area
<input checked="" type="radio"/>	<input type="checkbox"/>		BA0000003	BE AREA TITLE	AREA 1 BUILDING 1 ROOM 1	BERYLLIUM AREA	ACTIVE AREA	Yes
<input type="radio"/>	<input type="checkbox"/>		BA0000002	TEST	AREA 1	BERYLLIUM AREA	ACTIVE AREA	No

1 - 2 of 2

Print Beryllium Area Report

Click the **Report** button to view an area's report.

CTS909: Beryllium Area Inventory

Create New Beryllium Area Edit Beryllium Area Detail Attachments Edit Keys Report

Note: You are using a manager view and are able to view/edit Beryllium Areas that are not assigned to you.

1 - 2 of 2

	<input type="checkbox"/>	Edit Details	BE Area ID ↓	Title	Location	Type	Status	My Area
<input checked="" type="radio"/>	<input type="checkbox"/>		BA0000003	BE AREA TITLE	AREA 1 BUILDING 1 ROOM 1	BERYLLIUM AREA	ACTIVE AREA	Yes
<input type="radio"/>	<input type="checkbox"/>		BA0000002	TEST	AREA 1	BERYLLIUM AREA	ACTIVE AREA	No

1 - 2 of 2

Click blue **CTS909: Beryllium Inventory Area – Profile Report** text to view report in a new browser tab.

CTSIHPRG / CTS909: Beryllium Area Inventory /
CTS909 - Beryllium Area Reports

BE area ID	Title
BA0000003	BE AREA TITLE

Report listing

[CTS909: Beryllium Inventory Area - Profile Report](#)

Site: SITE
ID: BA0000003
Title: BE AREA TITLE

Section 1: Beryllium Inventory Area

Area Type: BERYLLIUM AREA
Status: ACTIVE AREA
Temporary Area: No
Created: 27-OCT-2022

Boundary description
Description of boundaries for area

Notes and comments about the area:
Detailed description of area and any notes

People with Process Knowledge:
List people with process knowledge here.

Section 2: Beryllium Area Location(s)

Location		
AREA 1	BUILDING 1	ROOM 1

Section 3: Beryllium Area Contacts

Name	Badge	Role	Notes
COX, C	CHARITY	IH CONTACT	

Section 4: HRA Linked to this Beryllium Area

HRA ID	Survey ID	Survey date	AU	Title	Location	Hazard	Compliance	Validation	Certainty
No beryllium hazard assessments for this area.									

Close browser tab when finished viewing report.